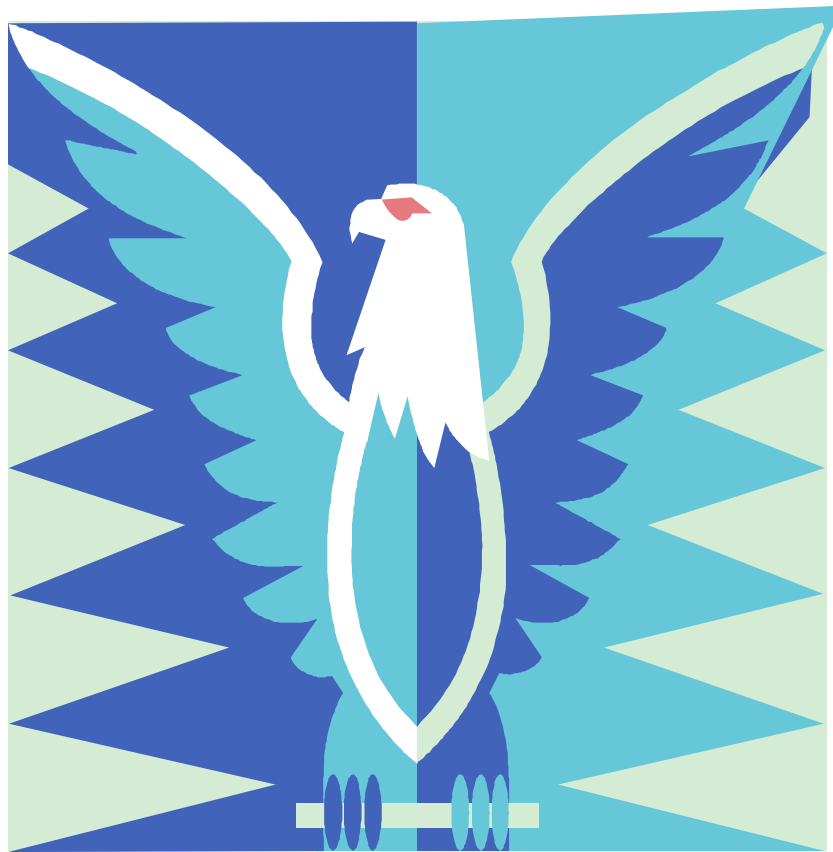


**CHIPPEWA VALLEY  
CORRECTIONAL  
TREATMENT FACILITY  
(CVCTF)**

**2012 ANNUAL REPORT**



**CHANGING VIEWS CREATE THE FREEDOM**

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## **Message from the Warden**

The fiscal year came to a close effective June 30<sup>th</sup>. With it, as in past years, brings an opportunity to look back at changes, challenges and accomplishments from an overall perspective. With the recent addition and updates of various software programs such as COMPAS (a risk and needs scale tool), OTS (an overtime hiring system), and PTA web (a payroll tracking system), we have become more efficient in our business practices for staff and inmates. Thanks to staff in all ranks and classifications, we have developed a strong team of dedicated civil servants who understand our mission; to provide a safe and secure environment which encourages positive change in those in our custody, with the ultimate goal of protecting the public.

Throughout this report you will be able to see the professionalism of our staff in each of the departments as they report out on their accomplishments. As with any large organization, we count on an endless number of outside stakeholders to help us get the job done. Whether it is a Probation & Parole Agent working with a Social Worker on pre-release plans for an inmate, or a community volunteer coming in to give spiritual guidance to a group of inmates, the contributions of everyone are tallied in our success.

As we look forward to the next fiscal year, rest assured that changes, challenges and opportunities will continue to come our way. I am confident that the team of professionals we have at Chippewa Valley Correctional Treatment Facility will meet and exceed the expectations set forth.

Pamela J. Wallace,

Warden

## **VISION STATEMENT**

The Chippewa Valley Correctional Treatment Facility is dedicated to the development, implementation, and subsequent modification of a treatment program that will effectively and efficiently address the needs of inmates in the area of substance abuse and related issues, preparing them for reintegration to their respective communities.

## **MISSION STATEMENT**

The mission of the Chippewa Valley Correctional Treatment Facility is to provide minimum custody inmates and inmates placed here as an alternative to revocation, with specific programming to address their needs in the substance abuse area. This will be accomplished by using a wide range of professionals to deliver specific modules of treatment and by developing a facility-wide culture of reinforcement for positive behavior. Our goal is to facilitate reintegration to the community with a greater chance of succeeding.

## DIRECTIONS TO INSTITUTION

**Chippewa Valley Correctional Treatment Facility (CVCTF)**  
**2909 East Park Avenue, Chippewa Falls, WI 54729**  
**715-720-2850**

### **From Madison:**

- *Take I-94 West to the Hwy 53 North exit (Exit 70) Eau Claire.*
- *Continue on Hwy 53, toward Superior, to Hwy 29 East exit (Exit 95A), toward Green Bay.*
- *Go approximately 3.0 miles to Bus 29 & Hwy 178 exit (Exit 79), also called Seymour Cray Blvd.*
- *Turn right off exit, go approximately 1.5 miles to Hwy J.*
- *Turn right onto Hwy J, go approximately 0.6 mile, CVCTF is on the right (South) side of the road.*

### **From Wausau:**

- *Take Hwy 29 West to the Hwy J exit (Exit 81), turn right.*
- *Continue on Hwy J through 2 four-way stop signs. (At the 2<sup>nd</sup> four-way stop, Hwy X, Gordy's Country Market will be your right).*
- *Continue straight through the intersection staying on Hwy J (East Park Avenue) for approximately 3 miles. CVCTF will be on your left (South) side of the road.*

### **From Twin Cities:**

- *Take I-94 East, exit Hwy 29 East (Exit 52), merge right onto Hwy 29 towards Chippewa Falls.*
- *Take the Bus. 29 & Hwy 178 exit (Exit 79), (also called Seymour Cray Blvd.) turn right, go approximately 1.5 miles to Hwy J.*
- *Turn right onto Hwy J, go approximately 0.6 miles, CVCTF is on the right (South) side of road.*

## FAST FACTS 2012

|                                     |                     |
|-------------------------------------|---------------------|
| Operating capacity-----             | 466                 |
| Current population-----             | 495                 |
| Average Daily Population-----       | Approximately – 471 |
| Total Cost-----                     | \$17,430,421        |
| Annual Per Capita-----              | \$ 37,007           |
| Daily Per Capita-----               | \$101.11            |
| Permanent Salaries-----             | \$ 8,028,562        |
| Limited Term Employee salaries----- | \$28,757            |
| Fringe Benefits-----                | \$4,439,206         |
| Supplies & services-----            | \$1,209,641         |
| Capital-----                        | \$42,460            |
| Fuel & Utilities-----               | \$ 985,971          |
| Repair and Maintenance-----         | \$115,495           |
| Purchase of Services-----           | \$61,485            |
| Telephone Commissions-----          | \$23,088            |

### Disciplinary Actions

|                                   |     |
|-----------------------------------|-----|
| Total Minor Conduct Reports-----  | 254 |
| Total Major Conduct Reports ----- | 143 |
| Total Summary Dispositions-----   | 123 |

Security Level – Minimum

220,000 square feet of building space

Full medical capability, dental, optometry

CVCTF is a tobacco-free institution

### Visiting

Inmates are allowed visits based on the following schedule:

|                             |             |
|-----------------------------|-------------|
| Thursday, Friday            | 3 PM – 9 PM |
| Saturday, Sunday & Holidays | 9 AM – 3 PM |

There is no limit on the number of visits or length of visit time, unless necessary to accommodate new visitors based on time and space. CVCTF encourages family and friends to visit inmates as part of reintegration. Many visitors have to travel quite a distance to visit CVCTF inmates so we generally have space available to offer unlimited visits.

## **HISTORICAL INFORMATION**

Chippewa Valley Correctional Treatment Facility was originally constructed as part of the then Northern Colony (later Northern Wisconsin Center for the Developmentally Disabled). Originally the building was named Highview Hall and dedicated on November 13, 1966. 1999 WI Act 9 authorized the spending of \$7.3 million to convert the Highview building to a correctional facility. Initial plans called for the building/grounds to be converted to a geriatric prison for the confinement of an aging prison population and inmates with special medical concerns. The 2003-2005 biennial budgets called for a mission change and plans for Highview were changed from that of a geriatric facility to an AODA treatment facility. In March of 2004 Highview Hall was renamed Chippewa Valley Correctional Treatment Facility (CVCTF). The facility's purpose is to protect the public through the secure and humane treatment of inmates and afford them opportunities to gain the skills needed to support a crime-free life upon release to the community.

The facility's main building consists of 220,000 square feet of space contained within a five level building. A view from above would show a building that looks similar to an "X". A bank of elevators, stairs, and programming group rooms create a "central core". On each floor four wings extend from the central core. Additional buildings, including one for maintenance and a storage building, have also become part of the Chippewa Valley Correctional Treatment Facility.

Chippewa Valley Correctional Treatment Facility has living facilities for inmates on three floors of the building in 12 individual wings. Each wing has a population capacity of 38 to 44 inmates depending on its physical layout. Each wing has 4 dormitory-style living areas in which 8-11 men live.

CVCTF accommodates Alternative to Revocation (ATR) offenders on probation or parole who are in need of an AODA program. ATR offenders are those who have a status of felon or misdemeanor, have violated their community supervision, and are being afforded one last opportunity to comply with the rules of supervision before being revoked and sent or returned to prison. ATR offenders are confined to CVCTF for approximately 120 days during which time they participate in the required treatment program. CVCTF has 10 beds in the facility designated for ATR offenders.

## **ADMINISTRATIVE DEPARTMENT**

### **BUSINESS OFFICE 2012**

The Business Office provides services to both staff and inmates. These services include inmate accounts, inmate payroll, accounts payable, accounts receivable, travel reimbursement, procurement, fiscal duties, and support for the warehouse and canteen. Under the direction of the Financial Program Supervisor (FPS), the Business Office consists of a Financial Specialist 3 and two Financial Specialist 2s. In addition to the above services, the business office also coordinates various inmate sales including: Pizza Sales, Girl Scout Cookies and Holiday Food Packages.

#### Total money collected from inmates in FY12:

|                           |          |
|---------------------------|----------|
| Victim/Witness            | \$13,849 |
| DNA                       | \$ 4,508 |
| Medical Co-payments       | \$ 6,098 |
| Child Support             | \$17,225 |
| Court Ordered Restitution | \$ 4,105 |
| Institution Restitution   | \$ 238   |

### **CANTEEN 2012**

#### Average Canteen Sales-Bi-weekly

- Number of inmates buying----- 405
- Number of items sold-----10,548
- Dollar amount sold----- \$12,545

CVCTF Canteen stocks a wide variety of items including, food stuffs, personal hygiene products, over the counter medications such as allergy relief tablets, cough drops, eye drops and skin lotion available for inmate ordering on a bi-weekly basis. Many ethnic personal care and food items are also available. The Canteen tries to be proactive and supportive of the inmate needs.

Inmates are also allowed to order from the Canteen/ Property Vendor program catalogs on a weekly basis. Orders are processed by the Business Office staff and received in and distributed by the Mail/Property staff. Inmates may also inform family and friends that they may purchase from these vendors via the online web sites in order to send in approved items for inmates.

### **FOOD SERVICE**

Food Service at CVCTF operates from 5:30 am – 7:30 pm daily. Food and supplies are delivered to CVCTF on a weekly basis from our contracted vendors.

Bread products are purchased from the state bakery contract, and desserts are made fresh daily, in-house.



Wisconsin DOC consolidated menus are utilized to facilitate cost savings associated with volume food purchasing, and to meet the nutritional requirements of the inmates we serve. Meal service is provided from a centralized tray-line in the main kitchen. Approximately 500 meals for inmates and staff are set up in 40 minutes three times daily. Individual meal trays are distributed in unit serveries on each living unit wing.

In the past year CVCTF food service provided 523,131 meals to inmates, staff, and visitors at an average cost of \$1.13 per meal. The food service operation at CVCTF is staffed by one food service administrator, 5 full time correctional food service leaders, 1 half time food service leader, and 47 inmate workers.

Accomplishments include training inmate workers in Food Service in work skills needed for their successful reintegration following release through on the job training, and ServeSafe Certification through the National Restaurant Association. In 2012, the garden project was continued with all of the produce utilized in the facility meals. 5800 pounds of vegetables and herbs were produced in our garden. This is our highest yield since the garden project began.

Plans for the next fiscal year include continuing to provide inmates with meaningful work and lifelong job skills and working to contain our cost per meal in spite of nationwide increasing food costs due to adverse weather conditions and rising fuel costs. We will continue to provide the institution population with information on healthy eating patterns in an effort to improve the health and quality of life for our population.

## **HUMAN RESOURCES**

### **Staffing and Departments**

#### **Warden's Office**

- Warden – (1)
- Deputy Warden (1)
- Secretary-Confidential (1)
- Institution Complaint Examiner (ICE) (1)

#### **Human Resources**

- Human Resources Director (1)
- Payroll & Benefits Specialist Conf. (1)

#### **Security**

- Captains (5) – includes (1) Admin. Captain
- Lieutenants (2)
- Office Operations Associate (1)
- Sergeants (30)
- Officers (54)
- Officer funded by Badger State Industries (1)

#### **Management Services**

- Correctional Management Services Director (1)
- Program Assistant – Conf. (1)

- Financial Program Supervisor (1)
- Financial Specialist 3 (1)
- Financial Specialist 2 (2)
- Buildings & Grounds Superintendent (1)
- Facilities Repair Worker – Adv. (1)
- Facilities Maintenance Spec. – Adv. (3)
- Facilities Maintenance Spec. – (1)
- Food Service Administrator (1)
- Corrections Food Service Leader 3 (1)
- Corrections Food Service Leader 2 (4)
- Corrections Food Service Leader 2 - 50% (1)

### **Program Services**

- Corrections Program Supervisor (3)
- Chaplain (1)
- Librarian (1)
- Institution Registrar (1)
- Offender Records Assistant 2 (1)
- AODA Social Workers (20)
- General Population Social Workers (2)
- Substance Abuse Counselor – Obj. (9)
- Substance Abuse Counselor - Entry (1)
- Treatment Specialist 1 (1)
- Office Operations Associate (1)
- LTE Offender Records Assistant 3 (1)

### **Health Services Unit**

- Nursing Supervisor (1)
- Medical Program Assistant-Assoc. (1)
- Nurse Clinician 2 (3.70)
- Miscellaneous part-time staff employed by the Bureau of Health Services (i.e. Physician, Dentist, Dental Assistant, LTE Psychiatrist, LTE Physical Therapist)

### **Psychological Services Unit**

- Psychologist-Senior Supervisor from SCI Provides Clinical Supervision for CVCTF
- Psychologist-Licensed (1)
- Psychological Associate A (1) (vacant)

### **Program Review Committee**

*The following staff work at CVCTF but are hired through the Bureau of Classification & Movement*

- Offender Classification Specialist B (1)
- Operations Program Associate (.50)

### **Contracted Staff**

- Contracted Teacher (1)

## **Internships**

CVCTF has worked closely with the area colleges and technical colleges to sponsor student interns in various areas, (i.e. AODA Substance Abuse Counselors, Criminal Justice, Medical Records, and Administrative Support). As a treatment facility, the emphasis has been in the field of AODA. We offer clinical AODA internships that provide orientation and exposure to correctional methodology with a focus on the 12 core functions as they apply to treatment modalities with hands-on experience in a treatment setting under staff supervision. We also work with UWEC to establish a recruitment base for Social Worker internships.

## **Highlights – July 1, 2011 through June 30, 2012**

- 17 employees hired (new hires/transfers) during this reporting period
- 3 Retirements
- 1 Preferred Placement Officer picked up as a CVCTF Correctional Officer
- Eric Zeegers and Ben Genz, Deferred Compensation Representatives was on site on 3 separate occasions to provide updated information and meet with staff to sign up new members and answer questions.
- Secretary Hamblin Visit, 2/3/12
- Judicial Visit, 4/20/12
- Training
  - \* Infection Control Training - All Staff – On-Line Course
  - \* Basic First Aid Training – All Staff – On-Line Course
  - \* Suicide Prevention Training - All Staff
  - \* CPR/AED Training
  - \* PREA 101 - Marion Morgan, 1/24/12 at the Chippewa Valley Technical College
  - \* Incident Command System Training (ICS)
    - 2 Table Top sessions were completed
    - Maintenance HVAC Project started on May 16, 2012. This project is set to run through August 2013. E-sponder is being utilized for the entire project.
  - \* CVCTF serves as a training center for the northern part of the state. The following trainings have been held at CVCTF and most of them were scheduled through the Madison Training Center:
  - \* DCC POSC, 7/6/11
  - \* Controversies & Conundrums in Corrections - Hugh Johnston, 8/4/11
  - \* Ergonomics - Ann Bailey, 1/25/12
  - \* Evidence Based Practices - 2/8/12
  - \* Ethics for Social Workers - Hugh Johnston, 3/16/12
  - \* DCC Ledger Training, 3/20/12
  - \* Adult Children/Past Parental Substance Abuse - Sandra Hendricks, 3/26/12
  - \* Nicotine Addiction - Kris Hayden, 4/11/12
  - \* Parents of Murdered Children - Carol Westerlund, 4/24/12
  - \* CGIP Phase 2, 6/12/12 - 6/14/12
  - \* Alcohol, America's # 1 Drug - Michael Vann, 6/18/12
  - \* CGIP Phase 2, 6/28/12

## **INSTITUTION COMPLAINT EXAMINER**

Wisconsin Administrative Code DOC 310 provides the structure for the Inmate Complaint Review System. This system provides inmates a method of having their grievances/complaints documented, investigated by unbiased staff members in a formal and confidential manner in an attempt to resolve the issue. This process insures an inmate's concerns are addressed appropriately. The ICE staff at CVCTF consists of one full-time Complaint Examiner.

The recommendations made to the Warden's Office by the Institution Complaint Examiner (ICE) are based on documentation, staff and inmate testimony, applicable rules and laws, and the need for a safe and secure institution. The Warden's Office then makes a decision on each complaint. If the inmate does not agree with the decision, he may appeal to the Corrections Complaint Examiner (CCE) in Madison. The recommendations made by the CCE are then reviewed by the Office of the Secretary, where another decision is made and given to the inmate. At this point, the inmate has exhausted his administrative remedies and can address the issue with the Courts.

ICE staff is also actively involved with inmate issues related to the Americans with Disabilities Act and litigation issues involving staff and inmates.



**State of Wisconsin  
Department of Corrections**

**Chippewa Valley Correctional  
Treatment Facility**

**Summary of Complaints at ICE Level  
From 07/01/2011 to 06/30/2012**

| Subject of Complaint                      | Informally Resolved | Withdrawn | Affirmed  | Dismissed  | Rejected   | Total      |
|---|---------------------|-----------|-----------|------------|------------|------------|
| BCE                                       | 0                   | 0         | 0         | 0          | 0          | 0          |
| Breach of Confidential Health Information | 0                   | 0         | 1         | 0          | 1          | 2          |
| Classification                            | 0                   | 0         | 0         | 0          | 5          | 5          |
| Correspondence & Publications             | 0                   | 0         | 3         | 31         | 3          | 37         |
| Discipline                                | 0                   | 0         | 2         | 7          | 11         | 20         |
| Discrimination                            | 0                   | 0         | 0         | 0          | 1          | 1          |
| Food                                      | 0                   | 0         | 0         | 0          | 0          | 0          |
| ICRS                                      | 0                   | 0         | 0         | 2          | 3          | 5          |
| Inmate Sexual Misconduct                  | 0                   | 0         | 0         | 0          | 0          | 0          |
| Inmate Accounts                           | 0                   | 0         | 1         | 7          | 8          | 16         |
| Medical                                   | 0                   | 0         | 2         | 29         | 12         | 43         |
| Mental Health                             | 0                   | 0         | 0         | 0          | 0          | 0          |
| Dental                                    | 0                   | 0         | 2         | 12         | 5          | 19         |
| Other                                     | 0                   | 0         | 0         | 11         | 14         | 25         |
| Parole                                    | 0                   | 0         | 0         | 0          | 0          | 0          |
| Personal Physical Conditions              | 0                   | 0         | 0         | 0          | 0          | 0          |
| Personal Property                         | 0                   | 0         | 25        | 52         | 45         | 122        |
| Release                                   | 0                   | 0         | 0         | 0          | 1          | 1          |
| Religion                                  | 0                   | 0         | 0         | 1          | 0          | 1          |
| Rules                                     | 0                   | 0         | 0         | 7          | 3          | 10         |
| Staff                                     | 0                   | 0         | 3         | 7          | 8          | 18         |
| Staff Misconduct                          | 0                   | 0         | 3         | 0          | 0          | 3          |
| Staff Sexual Misconduct                   | 0                   | 0         | 0         | 0          | 0          | 0          |
| Visiting                                  | 0                   | 0         | 1         | 2          | 0          | 3          |
| Work / School Programs                    | 0                   | 0         | 0         | 13         | 7          | 20         |
| <b>Total for CVCTF</b>                    | <b>0</b>            | <b>0</b>  | <b>43</b> | <b>181</b> | <b>127</b> | <b>351</b> |

## **LIBRARY/COMPUTER LAB**

### **Library Annual Report**

The CVCTF Library serves approximately 550 inmates and staff, and is open Monday through Friday, with evening hours on Thursday. In FY11-12, 773 items, including magazines, books and audio-visual materials, were added to the collection, 582 items were withdrawn, giving a total collection of 10812 items. 862 new library users were added and 862 users were deleted, leaving 441 current inmate users (about 93% of the inmate population). There were 17,110 visits to the library by inmates, 25,009 items circulated, 473,046 photocopies, and 39 laminations were made for inmates during this time.

The five computers in the library allow the inmates' access to LexisNexis (the on-line legal library), word processing, and the Job Center web site. Individual EdNet accounts are used to access these programs. In FY11-12, 703 accounts were created or transferred and 812 were deleted due to releases and transfers, leaving 294 active accounts at the end of June.

GED and HSED predictor and continuing education testing is done in the library approximately every three weeks. The actual GED tests were taken at Stanley Correctional Institution, Black River Correctional Center and in June of 2012, at CVCTF. In FY11-12, 285 predictor tests and 5 continuing education exams were proctored to a total of 80 students. Of those students, 11 completed their GED and 11 completed their HSED requirements for graduation for a total of 22 graduates.

### **Computer Lab Annual Report**

The CVCTF computer lab serves approximately 500 inmates and staff, and is open on Monday, Tuesday, Thursday and Friday. There were 5,123 inmates that signed in to use the computer lab during normal lab hours during the FY.

The 11 computers in the lab allow the inmates access to word processing, Career Scope, JOB Center, Plato, Gregg's Keyboarding, Rosetta Stone, Reading Horizons, and GED 21<sup>st</sup> Century and ACCESS 21<sup>st</sup> Century. Inmates work on Employability coursework, Re-Entry, and ERP portfolios, as well as education.

The computer lab has one part-time contract teacher working with inmates on GED/HSED testing and post-secondary education college preparation, such as FAFSA's, transcripts, fee waivers, college applications, Selective Service, and applying for grants that may be available to inmates upon release. There were 285 Predictor tests proctored in the library, 95 official GED/HSED tests administered, 62 Advanced Level TABE placement tests (used for technical college placement) in the computer lab, and 3 college ASSET placement tests administered in the computer lab. The lab had 5 Continuing Education students and 5 IIP students finishing coursework upon arrival to CVCTF. Twenty-two inmates graduated from CVCTF with a GED/HSED and took part in the graduation ceremonies at SCI. Approximately 54 inmates were accepted (with official acceptance paperwork) to a 2 or 4 year college while still incarcerated at CVCTF, which included all of the Wisconsin State Technical Colleges, UW-Oshkosh, UW-Stevens Point, UW-Platteville, and UW-Stout.

The computer lab had a total of 6 volunteer computer assistants and 14 volunteer academic inmate tutors and 5 community tutors throughout the year. These assistants worked with inmates in the lab and on the individual floors, tutoring in all subject areas and charting each student's work.

## **CLASSIFICATION REVIEW COMMITTEE**

### **BUREAU OF CLASSIFICATION AND MOVEMENT (BOCM)**

CVCTF classification staff consists of one offender Classification Specialist and one half-time Office Operations Assistant. This fiscal year CVCTF conducted 696 classification reviews. Of these, 151 were scheduled reviews and 545 were early reviews. The Classification Review Committee at CVCTF consists of the Offender Classification Specialist, the Administrative Captain and a Program Supervisor.

The Office Operations Assistant currently maintains the reservation lists for the AODA Residential Program and monitors the arrival of Alternative to Revocation (ATR) placements. There are currently 118 inmates enrolled in AODA Treatment at CVCTF. Along with these 118 inmates in AODA Residential, there are currently 10 beds at CVCTF designated for Alternative to Revocation inmates.

The Earned Release Program (ERP), also known as the Wisconsin Substance Abuse Program, started at CVCTF on December 10, 2007. There are 122 inmates currently enrolled in this program. The reservation list for ERP is maintained by the Offender Classification Specialist at Drug Abuse Correctional Center (DACC).

## **RECORDS OFFICE**

The Records Office is responsible for the coordination of inmate transfers, maintenance of inmate social service and legal files, authorization and processing of inmate releases, modification of inmate visiting lists, and the coordination of inmate parole considerations hearings. Records Office staff, composed of an Institution Registrar and an Offender Records Assistant 2, perform sentence calculations to establish dates for maximum discharge, mandatory release, extended supervision, parole eligibility, and verification of time served. Staff members also verify legal documents, record and track on disciplinary status, schedule and monitor inmate file reviews, provide notary services to staff and inmates, facilitate inmate court and attorney calls, coordinate record retention and destruction, and respond to open records requests and other inquiries from staff, inmates and the general public.

| <b>Fiscal Year</b> | <b>Inmate Transfers In</b> | <b>Inmate Transfers Out</b> | <b>Inmate Releases</b> |
|--------------------|----------------------------|-----------------------------|------------------------|
| 2004               | 439                        | 23                          | 2                      |
| 2005               | 425                        | 265                         | 168                    |
| 2006               | 542                        | 247                         | 270                    |
| 2007               | 591                        | 283                         | 257                    |
| 2008               | 667                        | 402                         | 336                    |
| 2009               | 686                        | 291                         | 336                    |
| 2010               | 645                        | 330                         | 385                    |
| 2011               | 832                        | 438                         | 382                    |
| 2012               | 848                        | 575                         | 309                    |

## **CHAPEL ACTIVITIES and SERVICES**

In 2012, a new Chaplain came to CVCTF and assumed the responsibilities of planning and coordinating the institution's religious programs to meet the spiritual and rehabilitative needs of the inmates. The Chapel has maintained a busy and healthy environment for the inmates who participate in the religious programming and utilize the services of the Chapel. The two paid inmate Chapel Clerks and numerous inmate volunteers continue to help keep the chapel clean, organized, and functioning as a religious media center and place of worship.

The Chapel continues to receive numerous donations of books, music, and movies of a variety of religious expressions. These donations are great assets to the institution's Chapel and the inmates utilize these donations frequently.

CVCTF's religious programming continues to offer Annual Religious Celebratory Meals/Observances to various religions. In addition to this, 2012 had numerous inmates participate in Ramadan and Passover, with significant assistance from Food Service. Regular Catholic, Protestant, Pagan, Native American and Islamic services continue to be held weekly. Study and discussion times have been well attended by all religious groups.

In order to honor the holidays, the Chapel participated in the "Angel Tree" and "Salvation Army" Christmas toy projects. Also in 2012, the Chapel's Choir performed a Holiday concert for a group of the inmate population who desired to attend. "Rap with Chap" and "Christian 12 Step" support groups meet weekly in the Chapel and are facilitated by the Chaplain.

## **COMMUNITY RELATIONS SECTION**

### **COMMUNITY CONNECTION COMMITTEE**

CVCTF created the Community Connections Committee in July 2005. This committee is made up of 4 inmates and several staff. The purpose of the committee was to create an ongoing fundraiser and to donate all profits to the community. A Pizza fundraiser was developed in which inmates can purchase frozen pizzas on a monthly schedule.

Profits from the fundraiser are donated to various local community resources, based on the input of the inmate committee members (who represent the general prison population). Donating the profits from these fundraisers is one way the inmates give back to the community. During this fiscal year, the committee generated \$1200.00 in donations to the community.



## **HOPE, ONE STITCH AT A TIME**

Correctional staff members are responsible for supervising inmates that know or wish to learn how to crochet and knit. These inmates encourage other inmates to learn the craft and to make items for the community. Items made include: blankets, slippers, hats, mittens, scarves and stuffed animals. These items are collected, cataloged and then sent to area community resources. Community resources who receive these items include women/children refuge homes, treatment centers, homeless centers, hospitals, police and other non-profit agencies. A large portion of these items are made from donated material (yarn and stuffing) from the community, but many inmates donate their own material and time to make and provide items. The group has already donated a total of 300 items to the Chippewa Valley area and has more items ready to go.

## **COMMUNITY RELATIONS BOARD**

The CVCTF Community Relations Board is comprised of local citizens representing various businesses and service providers (i.e., emergency services, clergy, schools, law enforcement, legislative and local government officials, other treatment providers and interested local citizens). Meetings are held on a quarterly basis in the evening. During the meeting the Warden, Deputy Warden and other staff provide facility updates and information to the attendees. Discussions include staffing changes/vacancies, treatment program status, buildings and grounds improvements, community projects, fund raising projects to benefit local charities, and any other pertinent issues that affect the facility (i.e., WI Act 28, DNA collection, budget, etc.). Board members have the opportunity to make inquiries, report local opinions, and give CVCTF input about upcoming events, trainings, and planned changes occurring within the city and surrounding areas.

## **INMATE COMMUNITY SERVICE ACTIVITIES**

**Chippewa Housing Authority-** Assisted in painting and cleaned several houses

**Chippewa Falls Irvine Park-** General yard work / Activity Center and helped set up the holiday lights for the display; inmates also detangled and checked strings of lights to determine if they were still operational.

**Kline Hall-** Assisted in moving and outdoor clean up

**Hope Gospel Mission-** Assisted with moving, organizing furniture, cleaning, and pricing numerous sale items.

**Hope Gospel Homeless Shelter-** Preparing and serving meals to homeless men

**Agnes Table-** Prepare and serve meals to area homeless individuals

**Lake Wissota State Park-** Performed cleanup and raking of park area

**St. Joseph's Hospital-** Swept and cleaned the parking lot area of the hospital

**Allen Park (Chippewa Falls)** - Assisted in set-up and take-down for the annual “Past Passed Here” event

**Chippewa Hockey Rink**- Clean up after a large tournament

**St. Charles School**- Assisted in painting classrooms and hallways

**Chippewa Falls Police Department**- Repaired and cleaned bicycles for raffle

**McDonnell High School**- Painted the inside of the school during winter break

**Ladysmith DNR** – Made fish cribs

**Chippewa Valley Spring Fest**- Helped set up for the event

**Eau Claire Rod & Gun Club**- Assisted in building a memorial for persons who have served as military veterans or in public safety jobs

**New Auburn Water & Treatment Plant**- Assisted with installing riprap

**Wilcox Range** – Assisted with lawn care

**Valley Vineyard & St. Bridget’s Churches** – Assisted in remodeling

**Sturgeon Fest In Jim Falls** – Set-up and take-down of fences and general yard work

**Stepping Stones** – Painting

## **HEALTH & CLINICAL SERVICES UNIT**

The Health Services Unit at Chippewa Valley Correctional Treatment Facility is primarily an outpatient treatment clinic, which treats both acute and chronically ill offenders. Treatment is available from 6:00 AM until 8:00 PM, Monday through Friday. After hours and weekend on-call coverage is provided by the nursing staff at Stanley Correctional Institution. The Health Services Unit has a half-time physician, one part-time, and three full-time registered nurses. Support services are provided by a full-time medical program assistant. The dental services consist of a half-time dentist, a half-time dental assistant, and a part-time dental hygienist. Additional ancillary providers include an LTE physical therapist and psychiatrist. The health services unit is managed by a full-time Health Services Unit Manager. In addition, the Clinical Services department is housed within the Health Services Unit at CVCTF and consists of two psychologist positions. These staff are administratively supervised by the Deputy Warden and clinically supervised by the Psychologist Supervisor from Stanley Correctional Institution.

The Chippewa Valley Correctional Treatment Facility is a minimum security AODA treatment facility with the primary focus of programming being Earned Release Programs. As a result, one challenge in the health services unit is treating offenders with addictions. Another challenge is the ever-changing offender population, due to the short length-of-stay, as offenders near the end of their sentence. In addition, Alternative-To-Revocation individuals also have a short length-of-stay at the facility. This turnover generates additional work during the intake

process, as well as, the discharge planning process and offers a shorter amount of time to address chronic health care needs. In providing treatment, more comprehensive specialty care is provided through a combination of the University Hospital Clinics in Madison and specialty clinics at Black River Memorial Hospital in Black River Falls. More urgent specialty care needs are met through utilizing the medical services at the local hospital, St. Joseph's Hospital in Chippewa Falls, Wisconsin.

### **Health Care - Fiscal Year Highlights (2011-2012)**

- Coordination of shared health services between Stanley Correctional Institution and Chippewa Valley Correctional Treatment Facility in order to provide high quality healthcare to offenders in both facilities continued. These shared services include optometry and emergency nursing services after hours at SCI for CVCTF inmates.
- Review of the chronic clinic operations with the assigned coordinator was completed and updates to chronic clinic operations were made in order to incorporate treatment guideline changes. This allowed Chippewa Valley Correctional Treatment Facility to maintain high quality health care standards. During 2011-2012, a Pharmacy audit, Access to Care audit, and Facility HSU audit were completed to determine compliance with current treatment guidelines and procedures. Two of the three audits indicated very minor deficiencies.
- A systematic approach to nursing documentation was implemented as a result of the Access to Care Audit. Nursing staff are required to consistently utilize the Nursing Encounter Protocol form in order to ensure documentation of all components from the patient appointment.
- Achieved a 100% compliance rate with all CVCTF employees completing the "Infection Control and You" training and obtaining CPR recertification (Basic Life Support).
- Utilization of consultation services with Black River Memorial Hospital continued and included pulmonary function testing, cardiac, cardiac radiology, stress testing, podiatry, general surgery, gastroenterology, orthopedics, and urology. Orthopedic services were added to the list of available services.
- Established an institution-wide ongoing terminal cleaning schedule to improve the overall environment and reduce the risk of the spread of infection.
- Maintained a diligent surveillance system within the Health Services Unit in order to detect communicable disease outbreaks rapidly and provide the appropriate isolation response.
- Provided ongoing quarterly information sessions about the different types of medical Advance Directives. Two members of the Advance Directive Team continued to conduct the sessions and assisted inmates who were interested in completing the appropriate documents. In addition, new educational materials were incorporated into the quarterly sessions and the Chaplain has provided the weekly orientation presentation for new inmate transfers to the institution.

## **Health Care - Challenges for Next Fiscal Year (2012-2013)**

- Continuing to provide quality health care services with increased turn-over rate and a patient population with increased health care needs and mental health needs.
- Coordinating discharge planning for a large number of patients being released to the community with a short amount of lead time as a result of releases granted based on Earned Release Program completion.
- Using the Continuous Quality Improvement process at CVCTF to address health care within the institution. Once such example is better establishing the terminal cleaning program for the entire institution.
- Continuing to work with local providers to add additional services to keep transportation time to a minimum. Areas of focus are neurology, ophthalmology, oncology, and pain clinics.
- Maintaining two American Heart Association instructors within HSU to teach the American Heart Basic Life Support class which is a requirement for all Health Services staff. This will be accomplished through the instructors continuing to provide a minimum of two courses per year to maintain certification.
- Establishing a back-up plan using a stand-alone computer for the transition from Microsoft Word 2003 to Microsoft Word 2010 in order to ensure the current availability of the Access database utilized in HSU.
- Developing a procedure to ensure that Psychological Service Requests written by CVCTF inmates are reviewed by SCI nursing staff on the weekends when Clinical Services employees are not on-site to conduct the review.
- Evaluating the current system for renewing medication orders and ordering medication refills when inmates transfer to CVCTF, ensuring that these processes are timely. This would result in very few medications being distributed from stock, which is a Bureau of Health Services patient safety initiative.

## **MAINTENANCE DEPARTMENT**

The maintenance department consists of 6 maintenance staff and 22 inmate workers. These inmates assist maintenance staff with completing repair work orders. They also perform preventative maintenance on grounds keeping and recreational equipment, carpentry, plumbing and electrical repairs under the supervision of maintenance staff.

Repair and upgrades to the facility and grounds are on-going during this fiscal year the following improvements and repairs were utilized and completed by State maintenance employees, inmate maintenance workers and contactors through the bidding process.

Operating costs for Maintenance Dept were \$115,495.00, while repairs and upgrades to the facility were both carried out on a large and small scale at a cost of \$451,605.00.

Some of the projects for FY 2011-2012 were:

- 1) Remodeling of Institution mailroom and property storage area
- 2) Elevator upgrade and repair
- 3) Storm water management to reduce water and ice in parking lot
- 4) Installation of 17 additional security cameras and Digital Video Recording System



**Fig 1**

Remodel of the Institution mailroom was carried out using staff and inmate workers. Cabinets and desk work space were repositioned to provide more adequate work space.



**Fig 2**

New work counters built by inmate woodworkers



**Fig 3**  
New Mailroom Sgt work station

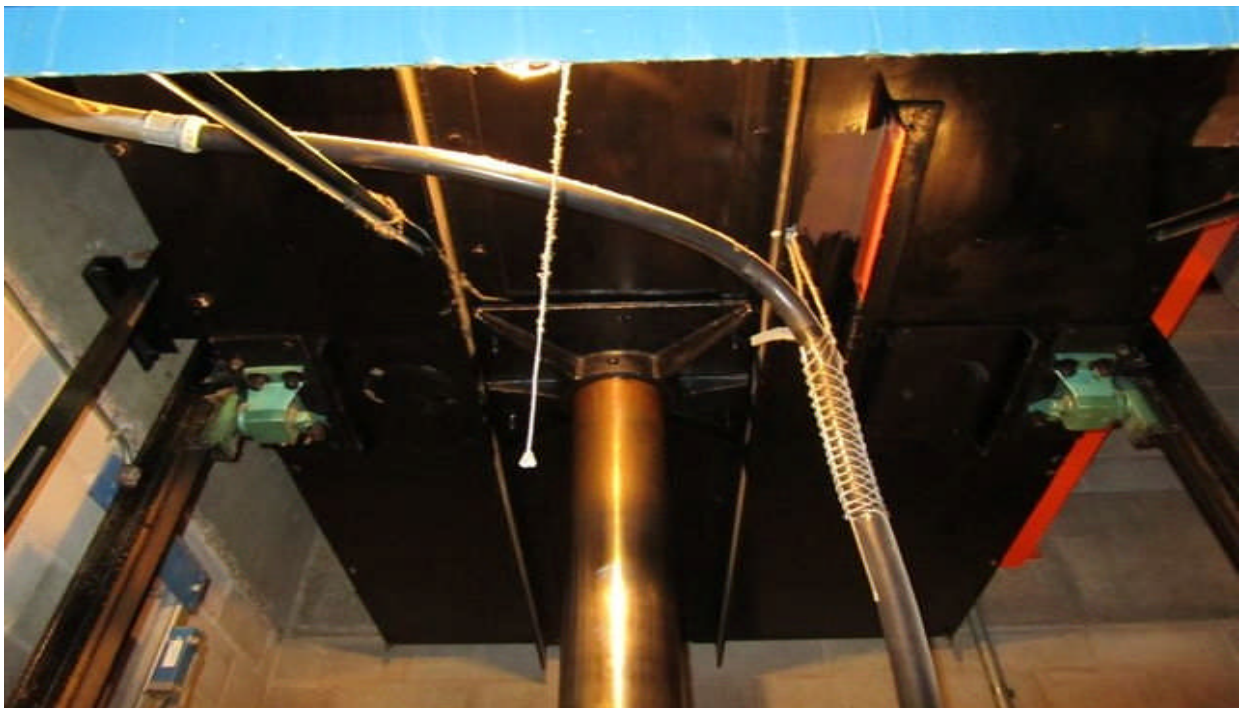


**Fig 4**  
Phase one of elevator upgrade. Enclose elevator opening to contain dust and limit noise.





**Fig. 5**  
Ducting to remove dust and vapors in enclosed work area of elevator shaft



**Fig 6**  
Elevator shaft removal phase of elevator upgrade



**Fig 7**  
Removal of elevator shaft casing



**Fig 8**  
Pulling shaft casing from ground





**Fig 9**

Machinery to pull casing from ground had to be brought in through loading dock doors and positioned in elevator shaft access.



**Fig 10**

Storm water management upgrade



**Fig 11**  
Drainage culverts installed to help reduce water and ice in parking lot area



**Fig 12**  
Extensive digging and re-grading to improve storm water management





**Fig 13**  
Culverts in place and ready to landscape area



**Fig 14**  
Drainage culverts installed under road bed to improve drainage

## **PROGRAM SERVICES**

### **AODA TREATMENT SERVICES**

#### **AODA PROGRAMS**

Chippewa Valley Correctional Treatment Facility's AODA programs (Alcohol and Other Drug Abuse) continue to offer quality treatment programs to our inmates. When fully staffed, we have 20 Social Workers offering the Earned Release Program, four of which are specific to inmates with five or more OWI offenses. Two Social Workers are assigned to the general population, and ten Substance Abuse Counselors facilitate a 16-week Residential AODA Treatment program.

#### **Residential AODA Programming**

The Residential AODA Program at CVCTF accommodates 10 groups; each group having 12 inmates. For 16 weeks, the focus of group is learning how to identify the inmates' own addictions and potential resolutions to years of substance abuse. The inmates also concentrate on their abuse history, thinking distortions, ripple effect of their criminal behavior(s), reintegration and relapse prevention. This year 569 inmates completed this course of study and graduated.

#### **Alternative To Revocation (ATR) Programming**

CVCTF provides an Alternative to Revocation (ATR) AODA treatment resource for the Division of Community Corrections (DCC). The ATR AODA treatment program is a voluntary option for selected probationers, parolees and those on extended supervision charged with violations that would otherwise be revoked. This alternative has two potential benefits: 1) An ATR is able to take advantage of essential programming, and 2) An ATR can avoid being either sent to, or returned to prison. ATR programming in place of returning to prison is a significant cost savings to the tax payers.

The ATR Program provides these offenders with a secure, structured environment where they can address AODA treatment issues. They are provided with access to physical, psychological, spiritual, educational, recreational, and support services. At the same time, ATRs work with their Social Workers and Substance Abuse Counselors as well as their individual DCC Agent, to prepare for reintegration back to the community upon their release. An ATR must successfully complete the 16 week Residential Program to avoid revocation.

CVCTF has 10 beds designated specifically for ATR offenders, which through our referral/screening process have been at or near full capacity since inception. In FY11-12 CVCTF had 28 ATRs enter and 19 graduate, with 6 remaining in the program. Information on those terminated for disciplinary reasons is shared with the inmate's DCC agent.

## EARNED RELEASE PROGRAM

The Earned Release Program (ERP) was added to the programs offered at CVCTF in December of 2007. This program has up to 20 groups going at any given time, with ten inmates per group. Also known as the Wisconsin Substance Abuse Program, ERP is a six month (26 weeks) program that is divided into three phases. The average bed savings is 315 days per inmate, or 10 months 15 days per inmate. The savings is calculated by subtracting the new ERP release date from the original release date. Cost per day to house an inmate at this treatment facility is \$96.58. Total savings per inmate averages \$30,422.70.

*Phase One* covers orientation, group dynamics, reintegration, AODA assessments, treatment planning, disclosure of autobiography, rational thinking, problem solving, communication skills, victim impact and ends with a phase evaluation and quiz.

*Phase Two* reviews AODA education, revisits reintegration, victim impact, community service opportunities and concludes with an evaluation and quiz.

Lastly, *Phase Three* focuses on job readiness, reintegration, victim impact, relapse prevention, group closure and the final program evaluation and quiz. The inmate's have an opportunity in this phase to attend outside support group meetings.

At the conclusion of programming, with successful completion, participants are eligible for an early release. Sentence reduction varies from two months to two years, sometimes more.

During FY12 CVCTF graduated 19 ERP Groups with 134 inmates that completed the curriculum. Some of the community associations include:

- Chippewa County Probation & Parole educates inmates on release expectations, and how to get and maintain quality employment
- AIDS Resource Center educates on AIDS and risk reduction strategies
- Education Opportunity Center educates on schools and other opportunities available
- Job Center – educates inmates on job readiness
- Family Support Center –educates on domestic violence
- Veteran's Administration educates veterans on options upon release
- AA Speaker meetings- AA Community members present their personal stories and how they changed their lives for the better
- Windows to Work – Assists individuals from the surrounding counties with job readiness for future employment
- Project Fresh Start – inmates receive a resource guide with community resources of all WI counties. The guide has information on health, education, jobs, and food and shelter resources. They are also given a United Way Pamphlet that contains information on community resources.

## **Operating While Intoxicated Earned Release Program (OWI ERP)**

Chippewa Valley Correctional Treatment Facility began the OWI Earned Release Program on January 26<sup>th</sup>, 2009. CVCTF is currently running 4 OWI ERP groups. The OWI program participants are currently serving a sentence for their 5<sup>th</sup> (or greater) Operating While Intoxicated conviction. In addition to the curriculum noted in ERP, OWI ERP focuses on the criminal aspects of drunk driving, the affects of drunk driving on the community at large, and ultimately that it is the chemical addiction that is the problem.

As part of the OWI ERP Program requirements, inmates participate in community service projects. A listing of community service projects completed by CVCTF inmates as part of the ERP/OWI ERP programs can be found on page(s) 16 and 17 of this report. CVCTF had 8 groups with 65 graduates for FY 2012 in the OWI ERP program.

## **DOC Re-Entry Program**

The purpose of the program is “to promote public safety and offender success from admission to custody through re-entry and supervision in the community”. The initiative is a crime prevention strategy designed to increase the number of prisoners who live law-abiding and productive lives after their return to the community from prison.

Typically, inmates start their incarceration by going to Dodge Correctional Institution where they go through an A&E (assessment and evaluation) process. Under the Re-Entry Initiative, they receive a portfolio which outlines education, skills, abilities and knowledge to prepare the inmate for a successful re-entry into the community.

Portfolios are given to all inmates who are incarcerated and have 10 years or less to serve on a sentence. Modules are completed mostly through inmate self-study utilizing information through community speakers, handout materials and videos. The more effectively they work on completing it, the greater the success they can achieve in the community upon release.

The portfolio is to assist the inmate in organizing and preparing to discuss plans, goals, and accomplishments. It is the inmate’s responsibility to maintain the portfolio, and if lost or damaged, they are charged for the cost of replacement. There are 10 modules to improve skills to assist in a successful re-entry: Wellness, Education, Employment, Family Support, Financial Literacy, Health, Housing, Personal Development, Transportation, and Transitional Preparation. Inmates track their progress on a checklist; which is required at all formal hearings in preparation for release.

## PROGRAM RELATED ACTIVITIES

- **National Crime Victims' Rights** was recognized by the inmates at Chippewa Valley Correctional Treatment Facility during the month of **April**.
- On April 24th Ms. Westerlund from Parents of Murdered Children spoke to staff and 138 inmates in recognition National Crime Victim's Rights Week. Each participant received a bookmark and a certificate of appreciation for their participation. There were also ribbons available for staff to wear. Two group donations and four individual donations were given by inmates to the 10th Annual Restorative Justice Silent Art Sale and Auction held in Madison.
- On Tuesday, September 20, 2011, there was a Walk of Silence held on the outdoor recreation field in support of **September** being **Recovery Month**. Warden Wallace said a few words to kick off the three laps of silence to honor those individuals and families in recovery, as well as those who work in the treatment field. We had approximately 285 inmates and staff that attended.
- The movie, "Sin by Silence," was shown on October 25<sup>th</sup>; 24 inmates were in attendance for the viewing and discussion. Two social workers supervised and facilitated the meeting.
- In order to show support for victims of domestic violence, staff were encouraged to wear purple on Tuesday, October 25<sup>th</sup> to show their personal commitment to helping end domestic violence.

## Recovery Olympics

- On October 3<sup>rd</sup>, CVCTF held an event referred to as "Recovery Olympics" in honor of recovery, and promoting **October** as **Domestic Violence Awareness Month**. There were many inmates that signed up and participated in the different events.
  1. Volleyball –three-on-three tournament with 6 teams participating
  2. Frisbee golf – 28 inmates
  3. Horseshoes – 20 two-man teams
  4. 2 man around the world – 22 two-man teams
  5. Jenga - 15 two-man teams
  6. Bocce ball – 9 inmates
  7. Free throw contest – 43 inmates
  8. Chin ups – 35 inmates
  9. Push ups – 24 inmates
  10. Sit ups – 15 inmates
  11. Music – For entertainment, the Native American Drummers, CVCTF Choir, and one inmate band performed.

## **Parenting Program**

The Parenting Program at CVCTF is an 8 week long supplemental program offered to both ERP and Residential Programs. For FY 2012, CVCTF had 7 groups with 83 inmates that completed this course. The Inside Out Dad course work is used with the group. The group covers many different areas, including, but not limited to:

- Remembering my Past
- Being a man
- Spirituality and Family
- Expressing Emotions
- Love and Relationships
- The Role of a Father
- Building self worth in your Children
- Discipline and Styles of Discipline
- Developmental Stages of Children

These topics are covered in group discussions, videos and homework. The group members are also required to read *Raising an Emotionally Intelligent Child*.

As part of the ERP parenting program, the participants are offered a “Family Day” outside of the facility. While supervised by staff, program inmates may play with their children for a few hours outside of the correctional setting, as part of re-entry efforts.

## **SUPPORT GROUPS/ Miscellaneous Program Activities**

### **AA/NA (Alcoholic Anonymous, Narcotics Anonymous)**

AA/NA meetings are self-help support groups. Each group meets one time per week, for approximately one hour. The meetings are closed with the exception of one staff member to oversee and keep the meeting on task. The meetings begin with assorted readings that describe each program and its function. After the readings and introductions, the group representative opens the floor for questions, comments and concerns. A variety of topics are discussed. The participants are given the opportunity to interact and share their experience, strength and hope with each other. The meeting is then closed.

### **The Big Book Study Group**

This group started in March 2010 and meets each Monday morning. The name “Big Book Study Group” takes its name from the Alcoholics Anonymous course book. This book is studied from beginning to end with emphasis on the first 164 pages. Contained in those first 164 pages are the 12 steps of AA and guidelines on how to incorporate them into one’s life, as well as chapters for wives and family members. The rest of the 396 pages are stories submitted by recovering alcoholics about their lives before and after becoming sober. The group members take turns reading these stories and then the portion that is read is related to one’s self and discussed among the group members.



## **Double Trouble (DT)**

Double Trouble in Recovery was started May 1, 2009. DT is a support group designed to meet the needs of the dual-diagnosed inmates, those with addictive substance abuse issues as well as mental health disorders. The participants address the problems and benefits associated with psychiatric medication, as well as other issues crucial to mental health. The primary purpose is to maintain freedom from addiction(s) and to maintain well-being. This group is facilitated by a Social Worker and Substance Abuse Counselor.

## **The Native American Talking Circle**

The Talking Circle is a Native based support group open to all inmates at CVCTF. The CVCTF Talking Circle has adapted the guidelines of community based Talking Circles. The use of an Eagle Feather provides the holder of it to speak freely and honestly to the Creator. Inmates are encouraged to share what is on their hearts at the time of the meeting. This is not a discussion group. The feather is passed around the circle until all have had a chance to speak. Upon opening the meeting, the group rules are shared as well as the importance of the Eagle Feather. Inmates introduce themselves with their native names as well as their clans. On occasion, customs and traditions are shared in the circle.

## **SMART (Self Management and Recovery Training)**

SMART is a self-management program that helps an individual change their thinking. Once the inmate is able to change his thinking, he will be able to identify a potential problem before it happens, deal with other people, and stay away from alcohol and drugs. Each week, individual group members will take turns reading the key points and handout to each meeting. There is homework that is completed as a whole group or broken off into smaller groups. The group is then asked to discuss the questions or scenarios that have taken place in their life and how they were handled. They also discuss how the scenarios may have been handled differently or will be handled differently in the future.

## **SOS (Save Our Selves)**

SOS is an alternative recovery method for those alcoholics or drug addicts who are uncomfortable with the spiritual content of traditional 12 step programs. SOS maintains that sobriety is a separate issue from religion or spirituality. It credits the individual for achieving and maintaining his or her own sobriety without any reliance on any "higher power." SOS respects recovery in any form regardless of the path by which it is achieved. SOS encourages all to have the opportunity to participate. It also focuses on the idea that there is no one way to achieve recovery, only the way that works for you. SOS focuses on honest, clear, and direct communication of feelings, thoughts, and knowledge aiding in recovery and in choosing non-destructive, non-delusional and rational approaches to living sober and rewarding lives. SOS support groups are led by its attendees, with everyone having the option of leading the group at one point if they are interested. Staff sits in and supervises the group, offering guidance and suggestions.

## **Twelve Steps (12x12 Support Group Meeting)**

This is a support group based off of the Twelve Steps/Twelve Traditions of Alcoholics Anonymous. Individuals go through and introduce themselves. These sessions are confidential to promote communication between counselors and inmates. The group takes turns reading the “*Promises and How It Works*” literature. They then read a Step from the *Twelve Step Book*. Anyone around the table may read if they like; however, they may also choose to pass. After the reading is complete, individuals may choose to discuss the step or comment on the topic. After the discussion, the floor is open to any discussion, time permitting.

## **The Courage to Stay Tobacco Free**

Two staff won a \$1000.00 grant to begin a tobacco free program at CVCTF from the Wisconsin Nicotine Treatment Integration Project (WiNTip). The first group began in June of 2012, with 14 participants. This is a one hour per week closed program which runs for four weeks. Enrollment is taken from a waiting list based on a survey of questions to inmates regarding their desire to stay tobacco free. For FY13 the program will run for six weeks.

## **Gamblers Anonymous**

The primary purpose is to stop gambling and to help other compulsive gamblers do the same, by sharing their experiences and giving each other strength and hope following the Twelve Step format. The 1st group meeting started in July of 2011, following staff training by Wisconsin Council on Problem Gamblers and encouragement from the National Association for Problem Gamblers. Weekly meetings generally have 3 to 12 inmates in attendance. The only requirement for membership is a desire to stop gambling.

## **VETERANS GROUP**

Veteran’s Services and benefits for eligible offenders

Offenders who have military service in the United States Armed Forces or forces incorporated into the armed forces may be eligible for federal and state veteran’s benefits and services. The Department of Workforce Development (DWD) has established a number of service linkages for Wisconsin veterans with the Wisconsin Department of Veterans Affairs (WDVA) and U.S. Department of Veteran’s affairs (USDVA) to obtain services and benefits. The Department of Corrections in its Mission Statement is dedicated to protecting the public through the constructive management of offenders placed in its charge. Included in this effort is the goal of providing and managing resources to promote successful offender integration within the community.

As part of this, the Department recognizes the importance of assisting offenders who are eligible veterans to access benefits and services. Ariana Hart, Healthcare for Reentry Veterans Specialist, USDVA; Mike Haley, Chippewa County Veteran’s Service Officer (CVSO) and David Tesch, Wisconsin Department of Workforce Development (DWD) continue their role in the veteran’s advocacy system since we opened our doors in 2004.

## SECURITY DEPARTMENT

The mission of the Security Department is to protect the public, staff, inmates, and property of Chippewa Valley Correctional Treatment Facility. The security supervisors serve as the warden's representative on various correction committees and during nights and weekends. Security, in coordination with programming staff, is responsible for scheduling volunteer work crews for community organizations. CVCTF Security personnel are responsible for the day-to-day operation of the facility, including: transportation of inmates, receiving and processing of inmate mail and property, supervising inmate work details, scheduling and supervision of community service projects, coordinating with program staff to assist inmates in obtaining necessary documentation (such as driver's license, social security cards, birth certificates), and handling any medical or security emergencies.

### Staff

The Security Department is staffed with:

- 5 Supervising Officer 2's, (Captains)
- 2 Supervising Officer 1's (Lieutenants)
- 30 Correctional Sergeants
- 54 Correctional Officers,
- 1 Office Operations Associate

## ACRONYMS

AED – Automated External Defibrillator  
AODA – Alcohol and Other Drug Abuse  
BOCM – Bureau of Classification and Movement  
CAD – Computer Aided Drafting  
CGIP – Cognitive Intervention Program  
CIPIS – Corrections Integrated Program Information System  
CPR – Cardiopulmonary Resuscitation  
CR – Conduct Report  
CRB – Community Relations Board  
CVCTF – Chippewa Valley Correctional Treatment Facility  
DACC – Drug Abuse Correctional Center  
DOC – Department of Corrections  
EAP – Employee Assistance Program  
ERP – Earned Release Program  
FY – Fiscal Year  
GED – General Educational Development  
HSED – High School Equivalency Diploma  
ICE – Institution Complaint Examiner  
ICRS – Inmate Complaint Review System  
LAN – Local Area Network  
MSDF – Milwaukee Secure Detention Facility  
NLCI – New Lisbon Correctional Institution  
SCI – Stanley Correctional Institution  
SORP – Sex Offender Registration Program  
WITS – Wisconsin Inmate Trust System  
WRC – Wisconsin Resource Center  
WSPF – Wisconsin Secure Program Facility